**NSF 20-1 PAPPG Highlights**

**Formatting Requirements:**

- **Fonts:**
  - Arial, Courier New, or Palatino Linotype – 10 points or larger
  - Times New Roman – 11 points or larger
  - Computer Modern family of fonts – 11 points or larger
  - Font size less than 10 points allowed for formulas, equations, figures, tables, diagram captions – must be readable

- **Margins:** at least 1 inch in all directions

- **Each section should be paginated**
  - If a collaborative proposal being submitted from multiple institutions, please be sure pagination is centered rather than right aligned – right alignment may be covered by the Temporary Proposal ID when uploaded into Fastlane

- **Strongly encouraged to use single column format – readability is paramount for review**

**Cover Sheet:** filled out in Fastlane

- If this is a collaborative proposal, the title must start with “Collaborative Research:”

**Project Summary** (should only be uploaded as a Supplementary Document if including special characters)

- Should have headers: **Overview, Intellectual Merit,** and **Broader Impacts**
- One page maximum

**Table of Contents:** generated in Fastlane

**Project Description**

- Limited to 15 pages
- The Project Description also must contain, as a separate section within the narrative, a section labeled “Broader Impacts”.
- Must address the following elements [in any order]
  - Special header: “Results from prior NSF support” : must describe results of prior NSF support for related education projects in which the PI and/or co-PI have been involved – award should have an end date within the past five years or can include current funding – should be at least one for each PI and co-PI (fine to have one award that speaks to multiple PI/coPIs as long as each person is tied to a project)
    - Include NSF award number, amount, and period of support
    - Title of the project
    - Summary of results with two distinct headings: Intellectual Merit & Broader Impacts
    - Listing of publications (a complete bibliographic citation) – if none, state “no publications were produced under this award”
- Evidence of research products and their availability (i.e. data, publications, samples, software, models)
- If proposal is for renewed support, a description of the relation of the completed work to the proposed work
  - Broader Impacts – must be under a special header “Broader Impacts”
  - Intellectual Merit – must be under a special header “Intellectual Merit”
- Results are limited to five (5) pages worth of the Project Description

- No URLs
- If there is a subaward, must include description of the work performed by each subaward

References cited

- Bibliographic citations only – cannot provide parenthetical information outside of the 15-page project description
- No “et al” – must include all authors

Biographical Sketch(es)

- [Template provided (SciENcv)]
- Should not exceed two pages
- Required for all Key Personnel
- Uploaded as a single PDF file
- Synergistic Activities: list should include 5 distinct examples that demonstrate the broader impact of the individual’s professional and scholarly activities that focuses on the integration and transfer of knowledge as well as it’s creation

Budget

Budget Justification

- No more than 5 pages
- Must include the amount for indirect costs in the budget justification
- Must include definition of a year for the institution: Harvard University’s Faculty of Arts and Sciences defines a “year” based on the standard Harvard fiscal year of July 1 through June 30.
- No more than 5 pages for each subaward

Current and Pending Support:

- [Template provided] (SciENcv)
- Include the current proposal
- Must be included for all Key Personnel
- Template provided or can upload as individual text into Fastlane

Facilities, Equipment, and Other Resources:

- Aggregated description of the internal & external resources (both physical and personnel) that the organization and it’s collaborators will provide to the project
should it be funded [subcontracts & prime submit one together – collaborative institutions submit on their own]

Supplementary Documents

- **Letters of Collaboration** from project partners – [template provided]
  - Letters of support from persons endorsing the project but not making a substantial commitment to the project are **not allowed**
- **Postdoctoral Mentoring Plan** – only need one for the full proposal (if applicable: only needed if funding a postdoc)
  - Limited to one page
- **Data Management Plan**
  - Limited to two (2) pages
- **Collaborators and Other Affiliations (COA) excel** for each individual identified as senior project personnel [FAQs about the COA list] --- collaborative institutions [submitting on their own] upload their own COA lists

This is based on the NSF 20-1 PAPPG.

Individual solicitations supersede these rules should they have any variances.